



**Ebensburg Borough Council Meeting**  
**Monday, January 25, 2016**  
**6:30 p.m.**

Phone: 814-472-8780  
E-Mail: [eburg@ebensburgpa.com](mailto:eburg@ebensburgpa.com)  
Website: [www.ebensburgpa.com](http://www.ebensburgpa.com)

**Borough Council**  
Doug Tusing, President  
Susan Barber, Vice-President  
John Cobaugh  
Cecilia Houser  
Theresa Jacoby  
Dave Kuhar  
Joe Miller  
**Mayor**  
Randy Datsko

**AGENDA**

**CALL TO ORDER & PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

*Members of the public are invited to comment at this time on any item appearing on the agenda.*

**1. CONSENT AGENDA**

*All items listed on the Consent Agenda are considered to be routine and will be acted upon by a single motion. There will be no separate discussion of these items unless members of the Council request specific items to be removed for separate action.*

- Item 8B: Hire the following persons within the recreation department:  
Nicole Gallaher as part-time recreation, effective January 4, 2016, at \$8.50/hr.  
Anne Ambrisco as part-time recreation, effective January 4, 2016, at \$8.50/hr.  
Linda Holler as part-time YPCC custodian, effective January 4, 2016, at \$8.50/hr.
- Item 9A: Approve the minutes of the December 21, 2015 regular monthly meeting of Borough Council and the January 4, 2016 reorganization meeting.
- Item 9B: Approve the Financial Statement and quarterly fund transfers.
- Item 9C: Approve payment of bills.

Recommended Action – Approve the consent agenda.

**2. APPOINTMENTS TO ADDRESS COUNCIL**

*Council welcomes Boy Scout Troop 98 to the meeting. The Scouts are working toward their Citizenship in the Community merit badge.*

**3. MAYOR'S REPORT**

- Item 3A: Report on Police Department**

**4. COUNCIL PRESIDENT COMMENTS**

**Item 4A: Committee Assignments**

The Council President will review the committee assignments for 2016.

Recommended Action – No action required.

**5. WATER, WASTEWATER & STORMWATER COMMITTEE**

**Houser & Kuhar**

**Item 5A: Report from Severn Trent Services on Wastewater Plant Operations**

Plant Supervisor Bernie Kozlovac will provide a verbal report on projects and activities at the wastewater plant during the month.

Recommended Action – No action required.

**6. RECREATION COMMITTEE**

**Barber & Jacoby**

**7. STREET COMMITTEE**

**Cobaugh, Miller & Houser**

**8. ADMINISTRATION COMMITTEE**

**Barber, Jacoby & Kuhar**

**Item 8A: 2016 Wage Resolution**

Resolution 2015-13 was previously adopted establishing wages to be paid during 2016. Resolution 2016-01 is proposed to replace it. It corrects the wage of the borough manager, reflects police wages subsequently approved in the new collective bargaining agreement, and corrects several employee names.

Recommended Action – Adopt Resolution #2016-01 establishing wages to be paid during 2016.

**\* Item 8B: Recreation Hires**

Nicole Gallaher, Anne Ambrisco and Linda Holler are recommended for hire.

Recommended Action – Hire the following persons within the recreation department:

Nicole Gallaher as part-time recreation, effective January 4, 2016, at \$8.50/hr.

Anne Ambrisco as part-time recreation, effective January 4, 2016, at \$8.50/hr.

Linda Holler as part-time YPCC custodian, effective January 4, 2016, at \$8.50/hr.

## 9. GENERAL BUSINESS

- \* Item 9A: Minutes of Previous Meeting(s)  
The minutes of the previous regular meeting and the reorganization meeting are presented for Council review and approval.

Recommended Action – Approve the minutes of the previous meeting.

- \* Item 9B: Financial Statement  
The financial statement for December 2015 is presented for approval.

Note that the Stormwater Reserve under the General Fund has no balance. The separate Stormwater Fund listed at the bottom of the page will now be used exclusively for stormwater-related revenue and expenses. The ½ mill real estate tax dedicated to stormwater will periodically (at least annually) be transferred to the Stormwater Fund instead of being held in the separate stormwater reserve in the General Fund.

Note also that the YPCC Activities Fund has now been closed. All revenue and expenditures related to the YPCC will now be processed through the General Fund as administered by the Borough office staff.

At the end of each quarter, transactions are made in order to process fund transfers to and from reserve accounts, and to distribute the cost of routine and capital expenses among the proper accounts. Fund transfers made for the 4<sup>th</sup> quarter are attached.

Recommended Action – Approve the December 2015 financial statement and quarterly fund transfers.

- \* Item 9C: Bills  
A list of bills totaling \$404,766.15 is submitted for approval.

Recommended Action – Approve payment of the bills as submitted.

### **Item 9D: Continuing Education**

Recommended Action – Approve attendance of Theresa Jacoby at the Pa Municipal League's Elected Officials Professional Development training on February 5 & 6 in Harrisburg.

### **Item 9E: Holy Name Church**

Holy Name Church has requested that the borough install white crosswalk pavement markings across Julian Street and across Alton Street at the front of the church, between the church and the parking lots. The only places that the borough currently maintains crosswalks is at intersections along busier state roads. The only exceptions have been at the school entrance on West Highland Avenue, on Prave Street at the YPCC, and directly in front of the courthouse, all public buildings. Staff is reluctant to begin installations at individual properties, as the number of requests could be numerous.

There are several options available to Council:

- 1) Grant the request of Holy Name, and consider future requests on a case by case basis.

- 2) Agree to install the crosswalk(s), but assess the requestor all associated costs. In the case of Holy Name, the cost of materials for a Julian Street crossing would be \$688. The cost for materials for an Alton Street crossing would be \$459. Labor costs would be \$180 and \$90 respectively.
- 3) Agree to install the crosswalk(s), but assess the requestor the cost of materials.
- 4) Authorize the requestor to install the crosswalk on a borough street, and loan the borough-owned heating equipment necessary to perform the work to the requestor. This is not recommended, as the heating equipment can be dangerous, and the work to be performed is in traffic.
- 5) Deny the request, either because it is deemed unnecessary or because Council does not wish to begin the practice.

If crosswalks are approved as above, staff recommends a few policies:

- 1) If the property owner is assessed for the initial installation, the owner would then be assessed for future maintenance/replacement of the crosswalk, or removal of the crosswalk.
- 2) All regulations applicable to PennDOT crosswalks would apply; i.e. marking patterns and sizes, no mid-block crossings, etc.
- 3) Depressed ADA curbs must exist at the crosswalk location.



Recommended Action – Dependent on discussion.

**Item 9F: Digital Records**

Staff will review with Council progress made toward scanning the borough’s paper records into a digital format for storage and retrieval. The digital storage system includes all Council and Authority minutes, all Ordinances, subdivisions and land developments, project plans and specifications for all borough facilities, and all water and wastewater maps and plans. Staff will demonstrate to Council how efficiently the electronic records can be searched for and retrieved.

Recommended Action – No action required.

**10. DEPARTMENT REPORTS**

**Item 10A: Police Department**

Chief Wyland will provide a verbal report on the police department’s activities during the month. A written report was e-mailed to Council separately.

**Item 10B: Public Works Department**

Public Works Director Jeff Evans will provide a verbal report on the public works department’s activities during the month.

**Item 10C: Community Development**

Community Development Director Danae Koss will provide a verbal report on the community development department’s activities during the month.

**Item 10D: Recreation Department**

Recreation Director Samantha Kemock will provide a verbal report on the recreation department’s activities during the month.

A copy of the minutes of the last recreation board meeting will be forwarded to Council.

\* Item 10E: Codes Enforcement

A monthly codes enforcement report was forwarded to Council.

\* Item 10F: Ebensburg Municipal Authority

A copy of the minutes of the last municipal authority meeting is included in Council’s packet.

\* Item 10G: Ebensburg Planning Commission – No activity

\* Item 10H: Ebensburg Zoning Board – No activity

**11. MEDIA COMMENTS/QUESTIONS**

*Representatives of the media are invited to comment and ask questions at this time on any issues, whether or not on the agenda.*

**12. PUBLIC COMMENTS**

*Members of the public are invited to comment at this time on any issues, whether or not on the agenda.*

**13. ADJOURNMENT**

*Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Thursday before each regularly scheduled meeting at the Borough office, located at 300 West High Street, Ebensburg, Pa. Any documents subject to disclosure that are provided to members of the Borough Council regarding any item on this agenda are available for public inspection at the Borough office or at [www.ebensburgpa.com](http://www.ebensburgpa.com).*

*In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Borough office (814) 472-8780 or [eburg@ebensburgpa.com](mailto:eburg@ebensburgpa.com). Notification 48-hours before the meeting will enable the Borough to make reasonable arrangements to ensure accessibility to this meeting.*